



SELF-CERTIFICATION FORM

for residential and non-residential development

WHO NEEDS TO SUBMIT THIS FORM?

Anyone who received a building permit or development permit from the Commission for residential or non-residential development must submit this form once all construction activities are completed and all conditions of the permit have been met.

GENERAL INSTRUCTIONS

Once all construction activities authorized by your permit have been completed, fill out this form and mail the form along with any required attachments to the LURC regional office that serves your area (see below for appropriate address). The Commission may request additional information from you, demonstrating that you have complied with all the terms and conditions of your permit, and may arrange and conduct a compliance inspection. If you need help completing this form, contact the LURC regional office that serves your area and ask to speak to one of our regional representatives.

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| <p>Augusta Office <i>Main LURC Office</i></p> <p>18 Elkins Lane – Harlow Bldg. Tel. (207) 287-2631 22 State House Station TTY (207) 287-2213 Augusta, ME 04333-0022 FAX (207) 287-7439</p> | <p>Ashland Office <i>Serving Aroostook County northwest of I-95</i></p> <p>45 Radar Road Tel. (207) 435-7963 Ashland, ME 04732-3600 FAX (207) 435-7184</p> | |
| <p>Cherryfield Office <i>Serving Hancock and Washington Counties and Coastal Islands in LURC Jurisdiction</i></p> <p>7 Campbell Hill Tel. (207) 546-4405 P.O. Box 269 FAX (207) 546-2799 Cherryfield, ME 04622</p> | <p>East Millinocket Office <i>Serving Penobscot, Southern Aroostook, and portions of Piscataquis Counties</i></p> <p>191 Main Street Tel. (207) 746-2244 East Millinocket, ME 04430 FAX (207) 512-1003</p> | |
| <p>Greenville Office <i>Serving Piscataquis and Somerset Counties</i></p> <p>43 Lakeview Street Tel. (207) 695-2466 P.O. Box 1107 FAX (207) 695-2380 Greenville, ME 04441</p> | <p>Rangeley Office <i>Serving Franklin and Oxford Counties</i></p> <p>2352 Main Street Tel. (207) 864-5064 P.O. Box 887 FAX (207) 512-1004 Rangeley, ME 04970</p> | |



Tracking No.

Permit No.

Self-Certification Form

for residential and non-residential development

1. PERMITTEE INFORMATION, PROJECT LOCATION AND PERMIT NUMBERS

| | | | |
|----------------------------------------|-------------------------------|-----|-------------|
| Permittee Name(s) | Daytime Phone | FAX | E-mail |
| Mailing Address | | | |
| Project Location (Township and County) | LURC Permit Number (BP or DP) | | Date Issued |

2. COMPLETED STRUCTURES AND FEATURES

Have you finished construction of all structures and installed all other features (including dwellings, garages, sheds, porches, decks, driveways, parking areas, signs, etc.) as authorized in your LURC permit? ☐ Yes ☐ No

If yes, fill in a line on the table below for each structure on your property. If no, describe below which activities have not been finished to date.

| Type of structure or feature (dwelling, garage, porch, shed, parking lot, etc.) | Year built | Exterior dimensions (LxWxH) | Type of Foundation (full basement, slab, post, etc.) | Distance (in feet) of structure from nearest: | | | | | |
|---------------------------------------------------------------------------------------|------------|--------------------------------|---------------------------------------------------------|-----------------------------------------------|------------------|-----------------|--------------------|---------|--|
| | | | | Road | Property line | Lake or pond | Stream or river | Welland | |
| | | | | | | | | | |
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3. CHANGES NOT REFLECTED IN PERMIT

Carefully review the findings, conclusions and conditions of your LURC permit. Have you made any changes in your proposal which were not included in the permit (for example, changes in building dimensions or setback distances from roads, property lines or water bodies; or construction of new accessory structures such as decks, walkways, additions, etc.)? ☐ Yes ☐ No

If yes, describe any such changes (use additional paper if necessary).

4. EROSION AND SEDIMENTATION CONTROL

Have you successfully reseeded or otherwise permanently stabilized all areas of disturbed soil on your property? ☐ Yes ☐ No

If no, describe how you will stabilize any remaining areas of disturbed soil (use additional paper if necessary).

5. SITE PLAN AND PHOTOGRAPHS

- ☐ Submit a bird's-eye view drawing that shows your entire property and includes the following: (A) property boundary lines and dimensions (including road and water frontage); (B) wooded areas, cleared areas, rivers, streams, lakes, ponds, wetlands, and other natural features; (C) any remaining areas of disturbed soil; and (D) all existing structures and features (including their dimensions and distances from the nearest property line, road, lake, pond, river, stream and wetland). Draw the plan to scale on an 8½ x 11" piece of paper.
- ☐ Attach a series of photographs that show the structures and features on your property as they currently exist. Mount the photos on 8½ by 11 inch paper and include an explanatory caption and date for each photo. Please note, your photos cannot be returned.

6. SELF-CERTIFICATION STATEMENT AND SIGNATURE

All persons listed on the LURC permit related to this self-certification form must read and sign the statement below.

I hereby certify that the above information is true, accurate, and complete and that the project for which I received a permit has been carried out in compliance with the terms and conditions of my permit.

Permittee Signature(s)

Date

A person who willfully or knowingly falsifies any statement contained in a permit application or other information required to be submitted to the Commission shall be in violation of this chapter and subject to the penalties of this chapter, which may include fines of up to \$10,000. – 12 M.R.S.A., §685-C(8).